



## Zoning & Planning Commission

Municipal Building 3800 University Blvd

### Meeting Minutes

January 11, 2018

MEMBERS PRESENT:

Richard Wilson, John Cutrer, Mac Jensen, Michael McEnany, Pete Johnston, Mimi Tsai and Brian Brantley

STAFF PRESENT:

Debbie Scarcella, City Planner, Martye Kendrick, Legal Counsel and Josie M. Hayes, Public Works Administrative Coordinator

1. **Notices, Rules, Etc.** Richard Wilson; Chairman, called the meeting to order at 6:16 pm, and asked commission members to introduce themselves. Richard Wilson asked staff to confirm that appropriate notices were given. Josie M. Hayes stated notices were posted per state and local laws.
2. **Area and Bulk Regulations.** There was discussion regarding zoning regulations that control the bulk of the structure relative to the size of the lot including framed area, porches, open and pervious area and setbacks. Staff researched homes back to 1980 and pulled permit samples of five random addresses for each five years from 1980 until 2015. From those, we obtained the framed area for each structure and the lot area. ZPC was interested in knowing if the structure sizes had substantially increased in that time and whether the shift occurred 10-15 years ago or earlier. Their conclusions were that the smaller building sites were almost the same in square footage over the years, but the larger lots had increasingly constructed larger houses. The current ordinances seem to be controlling structure size relative to the smaller lots. There was discussion regarding several plans of different sites illustrating how the different elements of the ordinance work together. There was also discussion regarding front porch encroachments and the difference between a front porch and a balcony. Staff was instructed to determine the difference and bring back the results at the next meeting for further discussion.
3. **Accessory Quarters.** Staff presented the ZPC with the drafted and first reading approved ordinance regarding short term rentals or bread and breakfast (b&b's). The ZPC did not take issue with prohibition of the business activity. General discussion followed regarding definitions that control residential zoning districts and the residents within those districts.
4. **Minutes.** The commission reviewed the minutes of the meeting held on November 9, 2017. Richard Wilson made a motion to approve the meeting minutes as amended. Second by John Cutrer. **Motion carried.**





# The City of West University Place

## *A Neighborhood City*

[Adjournment]

Richard Wilson made a motion to adjourn. Second by Mimi Tsai. **Motion carried.** Meeting adjourned at 8:02 p.m.

PASSED THIS 12th DAY OF April, 2018.

Richard J. Wilson  
Presiding Officer

ATTEST: Josie M. Hayes  
Mrs. Josie M. Hayes, Public Works Administrative Coordinator

